

FOR: ESTABLISHING AND CLARIFYING DUTIES OF STATE AGENCIES, FOR ALL MATTERS RELATING TO EMERGENCY MANAGEMENT

TO ALL TO WHOM THESE PRESENTS MAY COME, GREETINGS:

**WHEREAS,** Under the provisions of I.C. 10-14-3, the *Emergency Management and Disaster Law*, the Governor is charged with the responsibility for ensuring that a comprehensive emergency management program exists that addresses all aspects of emergency and disaster mitigation, preparedness, response and recovery; and

**WHEREAS,** The State of Indiana, its political subdivisions and citizens are subject to natural disasters on a regular basis including, but not limited to, floods, tornadoes, severe winter storms, earthquakes and droughts; and

**WHEREAS,** The State of Indiana, its political subdivisions and citizens are subject to disasters caused by humans or technology including, but not limited to, hazardous material spills, widespread contamination, explosions, fires, major power failures and transportation accidents; and

**WHEREAS,** The State of Indiana, its political subdivisions and citizens could be subject to disasters and emergencies related to our national security, including military attack and terrorist activity; and

**WHEREAS,** In order to protect the public health, welfare and safety and preserve the lives and property of the people of this State from such emergencies and disasters, the Indiana State Emergency Management Agency, under the provisions of I.C. 10-14-2-4, is charged with the responsibility for coordinating the State's comprehensive emergency management program under the direction of the Governor; and

**WHEREAS,** It is appropriate and necessary to establish and clarify the duties and responsibilities of all state agencies in order that a comprehensive emergency management program can be successfully implemented,

**NOW, THEREFORE, I, Joseph E. Kernan,** Governor of the State of Indiana, pursuant to the powers vested in me by the Constitution and laws of this State, do hereby order the following:

1. The Director of the State Emergency Management Agency, appointed pursuant to I.C. 10-14-2-2, or in the Director's absence the person designated in the State Emergency Operations Plan, is hereby designated to act as the State Coordinating Officer (SCO) for all matters relating to emergency and disaster mitigation, preparedness, response and recovery in this State, and in all matters relating to the Federal Emergency Management Agency.
2. The Governor's Emergency Advisory Group is reestablished and continued. The Governor's Emergency Advisory Group is composed of the following members:
  - Superintendent of the Indiana State Police;
  - Commissioner of the Indiana Department of Environmental Management;
  - Commissioner of the Indiana Department of Transportation;
  - Director of the Department of Natural Resources;
  - State Fire Marshal;
  - Indiana Adjutant General;
  - Director of the State Emergency Management Agency;
  - Commissioner of the Indiana State Department of Health; and
  - Director of the Indiana Counter-terrorism and Security Council.

The Superintendent of the Indiana State Police shall act as chairperson of the Emergency Advisory Group. Each member of the Emergency Advisory Group may designate a deputy to serve as an alternate in the event that the principal member is unavailable to participate in meetings of the Emergency Advisory Group.

3. The Director of the State Emergency Management Agency shall establish and/or continue the Indiana State Hazard Mitigation Council.

(a) The Council shall:

- i. Assist in the development, maintenance, and implementation of a state hazard mitigation plan;
- ii. Assist in the development, maintenance and implementation of guidance and informational materials to support hazard mitigation efforts of local and state government and private entities;
- iii. Solicit, review and identify hazard mitigation projects for funding under section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended, and sections 553 and 554 of the National Flood Insurance Reform Act, P.L. 103-325; and
- iv. Foster and promote, where appropriate, hazard mitigation principles and practices within local and state government and the general public.

(b) The Governor shall appoint members to serve on the Council. Each member of the Council shall serve without compensation or reimbursement for expenses, except that each member of the Council who is a state employee is entitled to reimbursement from his or her employing agency for traveling expenses and other expenses actually incurred in connection with the member's duties as provided in State policies and procedures.

(c) The Director of the State Emergency Management Agency shall serve as chairperson of the Council.

4. In accordance with I.C. 10-14-3-9 and I.C. 10-14-3-19, the Director of the State Emergency Management Agency shall create and establish mobile support units to reinforce emergency management and disaster organizations in stricken areas and with due consideration of the plans of the federal government and of other states.
5. Whenever the Director of the State Emergency Management Agency exercises his or her authority as the SCO, he or she shall be authorized to use and allocate the services, facilities, equipment, personnel and resources of any state agency, on my behalf, as reasonably necessary in the preparation for, response to or recovery from any emergency or disaster situation that threatens, or has occurred in, this State. Upon the SCO's request for such assistance from a state agency, all officers of that agency shall cooperate to the fullest extent possible. This authority to use and allocate state agency resources extends to their use before a formal declaration of a State Disaster Emergency, as provided for under I.C. 10-14-3-12, and is subject to the Governor's subsequent approval. The cost of providing such services, facilities, equipment, personnel and resources shall be borne by the providing state agency, unless otherwise notified that federal and/or other state funding reimbursement is determined to be available or other payment arrangements are made.
6. In order to expedite emergency response and recovery operations, one or more state agencies may be designated as lead agencies by the SCO for various portions of the overall state response and recovery efforts. All actions of such designated lead state agencies shall be coordinated with, and through, the SCO. Additionally, state agencies may be required to participate in the training, exercising and actual deployment of mobile support teams, such as the state's Forward Response Team.
7. Each agency of state government shall report any threatened or actual occurrences of natural, technological, human-caused or national security emergencies that may require the resources of more than one agency of state government to the Director of the State Emergency Management Agency by the fastest means available. In the event of a threatened or actual occurrence of an emergency or disaster, the Director of the State Emergency Management

Agency shall consult with the Governor, or with the Governor's Chief of Staff in the Governor's absence, as soon as possible.

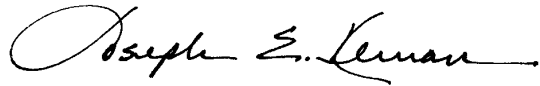
8. In the event of a threatened or actual occurrence of an emergency or disaster, and upon the request of the Director of the State Emergency Management Agency, all agencies of the state government shall promptly send a senior agency official to the State Emergency Operations Center to monitor and analyze information and participate as each agency's representative in performing all tasks relating to the State's response to the incident.
9. In accordance with I.C. 10-14-3-9, the Director of the State Emergency Management Agency shall ensure that the State's Emergency Operations Plan and all accompanying annexes, appendices and standard operation procedures are kept current. Additionally, these plans and procedures are to be developed in coordination with similar plans and procedures developed by the federal government. In order to accomplish these tasks, all state agencies shall assist in the development, preparation and revision of the portions of these plans and procedures that relate to each individual agency's mission, responsibility and capability.
10. Upon the request of the Director of the State Emergency Management Agency, all state agencies shall participate to the fullest extent possible in emergency management training programs, as well as in exercises of the comprehensive emergency management system, or portions thereof.
11. In order to assist the State Emergency Management Agency in carrying out its responsibilities, the following state agencies shall immediately designate one or more senior officials to act as the agency's emergency management coordinator (liaison) for all emergency and disaster matters and shall forward the name of the coordinator to the Governor's Executive Assistant for the State Emergency Management Agency:

State Police  
Department of Health  
Military Department  
Department of Transportation  
Department of Natural Resources  
Department of Education  
State Auditor  
Attorney General  
Utility Regulatory Commission  
Department of Commerce  
State Budget Agency  
State Board of Accounts  
State Board of Animal Health  
Civil Rights Commission  
Department of Insurance  
Department of Labor  
Department of Revenue  
Public Safety Training Institute  
Office of Commissioner of Agriculture  
Commodity Warehouse Licensing Agency  
Department of Family and Social Services  
Department of Fire and Building Services  
Department of Personnel  
Department of Environmental Management  
Department of Workforce Development  
Bureau of Motor Vehicles  
Department of Correction  
Department of Administration  
Port Commission  
Commission on Public Records  
State Office Building Commission  
Information Technology Oversight Commission  
Housing Finance Authority  
Gaming Commission

Department of Local Government Finance

12. All state agencies, departments, commissions, bureaus, institutions and other authorities in state government shall cooperate to the fullest extent possible with the spirit and intent of the Executive Order.
13. This Order is effective as of September 13, 2003.

**IN TESTIMONY WHEREOF, I, Joseph E. Kernan,** have hereunto set my hand and caused to be affixed the Great Seal of the State of Indiana on this 1st day of October, 2003.



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Joseph E. Kernan  
Governor of Indiana

ATTEST:     Todd Rokita  
                 Secretary of State